



TERMINATED/DISCIPLINED STATE EMPLOYEES

Directive: 12 – 113

Date of Issue: July 2013 Amends/Cancel: G.O. 07-01

I. PURPOSE

The purpose of this Directive is to establish policies and procedures in regards to requests for law enforcement assistance with terminated or disciplined state employees.

II. POLICY

It is Maryland State Government Policy that employees terminated for any reason will not be escorted from any Department or Agency facility. Employees terminated from state service shall be shown all courtesy and recognition for their loyal and faithful service to the citizens of Maryland.

III. PROCEDURES

1. As a general rule DGS-MCP will not respond to requests to be present for the termination or disciplinary process of state employees including escorts from state facilities. It will be the responsibility of the agency or department to discipline or terminate the employee in a gracious and mutually respectful manner.
2. However, an exception to this policy will be verifiable evidence in writing from the agency or department that the employee has threatened or demonstrated the propensity for violence against other state employees.
3. The written request for protective services will be forwarded to the Chief of Police or his designee for approval.
4. If approval is granted a plain clothes officer should be assigned the detail. The officer and will function in a low profile posture, at a distance, that still allows the officer to react if the event turns hostile.
5. A CAD report will be prepared for all instances of police assistance for protective services.
6. This Directive should in no manner prevent Police Officers from responding to a request for police assistance that comes to our attention as a law enforcement emergency.